



2002 ECONOMIC DEVELOPMENT INCENTIVE REPORT

(PLEASE RETURN BY AUGUST 1, 2003)

A. BUSINESS INFORMATION

IF YOU HAVE MAINE EMPLOYEES IN MORE THAN ONE LOCATION, PLEASE CHECK THIS BOX ☐ AND LIST THE PERMANENT STREET OR RURAL ROUTE ADDRESS OF THE OTHER LOCATION(S) ON THE FLIP SIDE OF THIS SHEET; THEN ANSWER THE REMAINING QUESTIONS IN THIS REPORT BY CONSOLIDATING ALL COMPANY AND EMPLOYEE INFORMATION. MAIL YOUR COMPLETED REPORT TO: DEPARTMENT OF TOURISM, ECONOMIC AND COMMUNITY DEVELOPMENT, 59 STATE HOUSE STATION, AUGUSTA, ME 04333-0059, ATTENTION: EDIR02, BY **AUGUST 1, 2003**.

PLEASE LIST THE

1. Business Name:

FOR THIS REPORT, PLEASE LIST THE

2. Contact Person:

PLEASE PROVIDE THE PERMANENT STREET OR RURAL ROUTE ADDRESS, NOT P.O. BOX NUMBER, OF YOUR MAINE HEADQUARTERS

3. Street Address:

4. Municipality:

5. County:

6. State:

7. Zip Code:

8. Phone:

9. Fax:

10. E-Mail:

11. SIC Code*:

PLEASE NOTE IF YOU HAVE RE-LOCATED TO THE ABOVE ADDRESS DURING 2001

12. Yes ☐ No ☐

IF RE-LOCATION, PLEASE LIST THE PERMANENT STREET OR RURAL ROUTE ADDRESS, NOT P.O. BOX NUMBER, OF YOUR PREVIOUS ADDRESS

13. Previous Address:

IF APPLICABLE, PLEASE PROVIDE THE NAME AND STATE (OR COUNTRY) OF YOUR PARENT COMPANY

14. Parent Company:

*THE 4-DIGIT STANDARD INDUSTRIAL CLASSIFICATION (SIC) CODING SYSTEM WAS DEVELOPED TO CLASSIFY BUSINESS ESTABLISHMENTS BY THE TYPE OF ACTIVITY IN WHICH THEY ARE ENGAGED. SEE FEDERAL WEBSITE: www.osha.gov/oshstats/sicser.html FOR MORE DETAILS.

B. TYPE AND AMOUNT OF ASSISTANCE (PLUS TOTAL INVESTMENT)

Program	Amount
PLEASE CHECK THE BOX BELOW OF ANY INCENTIVE PROGRAM THAT PROVIDED YOU MORE THAN \$10,000 IN CALENDAR YEAR (CY) 2002	FILL IN THE DOLLAR AMOUNT OF ASSISTANCE YOU RECEIVED IN CY02 FROM EACH RESPECTIVE PROGRAM (ROUND TO WHOLE DOLLARS)
1. <input type="checkbox"/> Business Equipment Tax Reimbursement	\$
2. <input type="checkbox"/> Employment Tax Increment Financing	\$
3. <input type="checkbox"/> Governor's Training Initiative	\$
4. <input type="checkbox"/> Jobs Investment Tax Credit	\$
5. <input type="checkbox"/> Maine Quality Centers	\$
6. <input type="checkbox"/> Research Expense Tax Credit	\$
7. <input type="checkbox"/> Tax Increment Financing	\$
8. <input type="checkbox"/> Shipbuilders Tax Credit	\$
(Office Use Only) Total Incentive Funds (add 1 through 8)	\$
PLEASE ENTER THE TOTAL CAPITAL INVESTMENT YOU MADE IN MAINE FACILITIES IN CY 2001	PLEASE ENTER THE TOTAL TRAINING INVESTMENT YOU MADE IN MAINE EMPLOYEES IN CY 2001
9. Capital Investment: \$	10. Training Investment: \$



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B. CURRENT EMPLOYMENT (NOT JUST INCENTIVE-RELATED, BUT ALL MAINE EMPLOYEES)

PLEASE PROVIDE INFORMATION ON ALL YOUR EMPLOYEES WORKING IN MAINE ON DECEMBER 31, 2002. YOUR EMPLOYEES (BOTH FULL-TIME AND PART-TIME) SHOULD BE GROUPED WITHIN THE CLUSTER THAT MOST CLOSELY REPRESENTS THE TYPE OF JOB DUTIES THEY PERFORM AT YOUR COMPANY. FOR THIS REPORT, "FULL-TIME" EMPLOYMENT MEANS 30 HOURS OR MORE; "PART-TIME" EMPLOYMENT MEANS LESS THAN 30 HOURS. "WAGE LEVEL" MEANS THE AVERAGE ANNUAL WAGES PAID WITHIN AN OCCUPATIONAL CLUSTER. "OCCUPATIONAL CLUSTER" REFERS TO THE 12 JOB CATEGORY TYPES LISTED BELOW AND DEFINED ON PAGE 6 OF THIS REPORT. "BENEFITS" LISTS LETTERS REPRESENTING SOME OF THE BENEFITS THAT MAY BE PROVIDED TO EMPLOYEES; PLEASE CIRCLE THE ONES THAT APPLY, AS FOLLOWS: DENTAL INSURANCE (D); HEALTH INSURANCE (H); AND RETIREMENT PROGRAM (R). "EMP-PD" IS THE ABBREVIATION FOR "EMPLOYER-PAID BENEFITS." PLEASE LIST THE PERCENTAGE OF EMPLOYEE BENEFITS PAID FOR BY THE EMPLOYER.

Occupational Cluster	FT	PT	Wage Level	Benefits	Emp-pd
1. Executive, Professional & Technical			\$	DHR	%
2. Service & Sales			\$	DHR	%
3. Administrative Support, including Clerical			\$	DHR	%
4. Agriculture, Forestry & Fishing			\$	DHR	%
5. Production, Maintenance, Crafts & Transportation			\$	DHR	%

C. JOBS CREATED OR RETAINED

Please list the number and wage level of jobs created and/or retained as a result of the economic development incentive(s). Your employees (both full-time and part-time) should be grouped within the cluster that most closely represents the type of job duties they perform at your company. For this report, "full-time" employment means 30 hours or more; "part-time" employment means less than 30 hours. "Wage level" means the average annual wages paid for those jobs created within an occupational cluster. "Occupational cluster" refers to the 5 job category types listed below and defined on page 6 of this report.

Occupational Cluster	FT	PT	Wage Level	Created	Retained
1. Executive, Professional & Technical			\$		
2. Service & Sales			\$		
3. Administrative Support, including Clerical			\$		
4. Agriculture, Forestry & Fishing			\$		
5. Production, Maintenance, Crafts & Transportation			\$		

D. EMPLOYMENT CHANGES

PLEASE LIST THE MAINE EMPLOYMENT LEVELS IN YOUR COMPANY ON DECEMBER 31, 2002, AND DECEMBER 31, 2001, BY: 1) TOTAL (ALL COMPANY EMPLOYEES), 2) FULL-TIME (THOSE WORKING 30 OR MORE HOURS PER WEEK) AND 3) PART-TIME (THOSE WORKING LESS THAN 30 HOURS PER WEEK).

Year	Total	Full-time	Part-time
1. Number of Employees on December 31, 2002			
2. Number of Employees on December 31, 2001			
(Office Use Only) Employment Level Change			



ALL BUSINESSES ARE ENCOURAGED TO ANSWER THE FOLLOWING QUESTIONS ABOUT THE IMPACT (IF ANY) OF INCENTIVES ON THEIR COMPANIES, COMMUNITIES & STATE, AND THE NEED (IF ANY) FOR PROGRAM IMPROVEMENTS.

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F. PUBLIC PURPOSE ASSESSMENT (IF APPLICABLE)

ALL BUSINESSES APPLYING FOR ANY OF THE SEVEN ECONOMIC DEVELOPMENT PROGRAMS AFTER JULY 16, 1998, WERE REQUIRED TO IDENTIFY THE PUBLIC PURPOSE(S) THAT WILL BE SERVED THROUGH THEIR USE OF THE INCENTIVE(S).

1. If your company applied after July 16, 1998, what public purpose was identified on your incentive application?

- ☐ job creation ☐ job retention ☐ capital investment
☐ training investment ☐ tax base improvement
☐ public facilities improvement
☐ other: _____

2. Describe whether your company has accomplished each of the public purposes it identified at application.

G. CERTIFICATIONS

I CERTIFY THAT THE INFORMATION CONTAINED IN THIS REPORT IS AN ACCURATE ACCOUNT OF THE ACTIVITIES RELATED TO MY COMPANY'S PARTICIPATION IN STATE ECONOMIC DEVELOPMENT INCENTIVE PROGRAMS.

1. Name:

2. Title:

2. Signature:

4. Date:



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J. "OCCUPATIONAL CLUSTER" DEFINITIONS

1. Executive, Professional & Technical

- **Executive, administrative and managerial.** Workers in executive, administrative and managerial occupations establish policies, make plans, determine staffing requirements, and direct the activities of businesses and other organizations. Workers in management support occupations, such as accountant and auditor or underwriter, provide technical assistance to managers.
- **Professional specialty.** This group includes engineers; architects and surveyors; computer, mathematical, and operations research occupations; life, physical, and social scientists; lawyers and judges; social, recreational, and religious workers; teachers, librarians, and counselors; health diagnosing, assessment, and treating occupations; and communications, visual arts, and performing arts occupations.
- **Technicians and related support.** This group includes health technologists and technicians, engineering and science technicians, computer programmers, tool programmers, aircraft pilots, air traffic controllers, paralegals, broadcast technicians, and library technicians.

2. Administrative Support, including Clerical

- **Administrative support, including clerical.** Workers in this group prepare and record memos, letters and reports; collect accounts; gather and distribute information; operate office machines; and handle other administrative tasks.

3. Sales and Service

- **Marketing and sales.** Workers in this group sell goods and services, purchase commodities and property for resale, and stimulate consumer interest.
- **Service.** This group includes a wide range of workers in protective, food and beverage preparation, health, personal, private household, and cleaning and building services.

4. Agriculture, Forestry and Fishing

- **Agriculture, forestry and fishing.** Workers in these occupations cultivate plants, breed and raise animals, and catch fish.

5. Maintenance, Construction, Production and Transportation

- **Mechanics, installers, and repairers.** Workers in this group adjust, maintain, and repair automobiles, industrial equipment, computers, and many other types of machinery.
- **Construction trades and extractive.** Workers in this group construct, alter, and maintain buildings and other structures or operate drilling and mining equipment.
- **Production.** These workers set up, adjust, operate, and tend machinery and/or use hand tools and hand-held power tools to make goods and assemble products.
- **Transportation and material moving.** Workers in this group operate the equipment used to move people and materials. This group also includes handlers, equipment cleaners, helpers, and laborers who assist skilled workers and perform routine tasks.